



CITY OF PULLMAN

Public Works and Planning Departments

325 S.E. Paradise Street, Pullman, WA 99163
(509) 338-3220 or (509) 338-3213 Fax (509) 338-3282
www.pullman-wa.gov

MEMORANDUM

TO: Pullman Historic Preservation Commission

FROM: Pete Dickinson, Planning Director *PD*
Jason Radtke, Assistant Planner *JR*

FOR: Meeting of March 13, 2017

SUBJECT: Historic Preservation Commission Business

DATE: March 8, 2017

The material below provides background information for the agenda items to be addressed by the Historic Preservation Commission (HPC) at its March 13 meeting.

1. Consider and Take Action on the Nomination of the McCulloch House, Located at 1110 NE Indiana Street, to the Pullman Register of Historic Places.

Attached is the staff report and draft resolution for the nomination of the McCulloch House, located at 1110 NE Indiana Street, to the local register (See Attachment A). The HPC is requested to discuss the proposal and take action on the matter by resolution.

2. Discuss the Application for the Next CLG Grant Period.

At its February 13 meeting, the HPC directed staff to pursue a CLG grant in order to hire a contractor to develop a mobile application ("app") based upon the walking tour brochure created as a cooperative effort between WSU and the HPC (See Attachment B). This proposal is similar to the proposal submitted for the past two years. We have adjusted the application based upon DAHP's comments regarding last year's application. In addition, staff has been contacted by a WSU student who wishes to acquire an internship to build said app (See Attachment D).

Alternatively, staff has researched the Clio History app (See Attachment C). This app has the potential to serve the needs of the HPC and City. Currently, a user of the Clio website can create walking tours of historic resources, though the app does not have this function yet. It would certainly be less expensive to hire a consultant to generate and post content for this app.

Attached are a CLG grant application similar to last year's; an application for a consultant to update the Clio app with City information; and the email from said student

inquiring about intern opportunities. Staff would appreciate direction from the Commission as to which alternative you wish to pursue during this grant cycle.

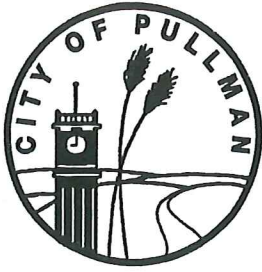
3. Discuss the Redesign of the Plaque for Historic Properties.

Recently, Ned Warnick provided information and revisions regarding the plaque for properties listed on the Pullman Register of Historic Places (See Attachment E). In addition to new proposed alternatives, this document also includes examples of similar existing plaques, depictions of potential plaque installations, and a cost breakdown from Barbara Craigie of Fast Signs in Lewiston.

Additionally, staff contacted employees at the Foundry, a metal-casting enterprise in Walla Walla, Washington, regarding the intricacy of the detail on the plaque and whether this detail would be visible after casting. Their response was that it would. Staff requests that the HPC provide input regarding the plaque design at its upcoming meeting of March 13.

ATTACHMENTS

- "A" McCulloch House nomination staff report and draft resolution
- "B" CLG grant application
- "C" CLG grant application, Clio version
- "D" Email from Nicole Schmidt
- "E" Email attachment from Ned Warnick



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MEMORANDUM

TO: Historic Preservation Commission

FROM: Pete Dickinson, Planning Director
Jason Radtke, Assistant City Planner *JR*

FOR: Meeting of March 13, 2017

SUBJECT: Pullman Historic Register Nomination
McCulloch House

DATE: March 8, 2017

On January 6, 2017, Robert Franklin and Alex and Barbara Hammond submitted to the city a nomination to place the McCulloch House, located at 1110 NE Indiana Street on College Hill, on the Pullman Register of Historic Places (See Attachment "A," Nomination Form for the McCulloch House; and Attachment "B," Location and Zoning Map). This building was constructed in 1937.

The procedure for reviewing a nomination to the Pullman Register of Historic Places is set forth in City Code Chapter 16.60. When a nomination form is received, planning department staff checks the document to ensure the request is complete. A complete nomination includes written consent of the owner. In this case, Alex and Barbara Hammond provided this consent, which can be found on the page marked as "4" on the nomination form. If owner consent is provided and the nomination is otherwise deemed acceptable for processing, the request is submitted to the city's Historic Preservation Commission (HPC) for review and action at a public meeting. The HPC makes the final decision on a local historic register nomination.

The notification requirements set forth in Section 16.60.050 stipulate that, at least 30 days prior to the public meeting, a Notice of Public Meeting shall be published in a newspaper of general circulation in the city; posted at the site; and mailed to the owner, author of the nomination, and any lessees of the subject property. This notice was published in the Moscow-Pullman Daily News on February 8, 2017; posted on February 7, 2017; and mailed to pertinent parties on February 7, 2017.

BACKGROUND

According to the nomination form, the exterior of the McCulloch House retains a high degree of architectural integrity, with many original windows and most of its original cladding. The building itself has elements of the Colonial Revival and Garrison styles of architecture, comprising one and a half stories. The architect for the house is unknown. It is a contributing property to the College Hill Historic District.

The house is rectangular with a wing on its northern side. The walls of the building are clad in wood shingle, except for a stretcher bond brick course along the west elevation. It has a medium open gable roof with close eaves and verges, as well as a common-bond chimney on the building's south side.

Many of the original features have been well preserved. These include the aforementioned original windows and siding. The original single car garage was converted into additional living space in 1993, and was made to match the rest of the exterior. The garage door was replaced with a bay window and entry door. This wing remodel and a skylight are the primary exceptions to the original condition of the house.

The house was purchased in 1937 by Earnest and Nellie McCulloch. Earnest was an Associate Professor of the College of Veterinary Medicine at Washington State College (WSC) and a research veterinarian at the Agricultural Experimental Station. Some of McCulloch's accomplishments included award-winning research in bacteriology and authorship of the first textbook in bacteriology; induction into the National Association of Sanitarians as an honorary member (the only such veterinary scholar west of the Mississippi River at the time); and publication of several extension bulletins on sanitation and animal care that were provided to area farmers and residents as an essential public service component of Washington State University's (WSU) land grant mission.

After Earnest died, Nellie sold the house to Stewart J. and Sarah M. Crandall in 1950. Stewart was Chairman of the Department of Speech at WSC and WSU. In 1967, the Crandalls sold the house to Allan H. Smith, Chair of the Anthropology Department and, later, Vice President of Academic Affairs.

STAFF ASSESSMENT

Pullman City Code Section 16.60.050 sets forth the criteria for judging local register nominations. This code section is cited in Attachment "C."

Staff believes that the subject property meets the criteria for listing on the Pullman Register of Historic Places due to the age and integrity of the structure and its occupation by notable WSC and WSU personnel. Consequently, planning staff

recommends that this proposal be approved.

ACTION REQUESTED

Determine, by resolution, whether or not to list the subject property on the Pullman Register of Historic Places. A resolution reflecting planning staff's recommendation in this case is provided as Attachment "D."

ATTACHMENTS

- "A" Pullman Historic Register Nomination Form for the McCulloch House
- "B" Location and Zoning Map
- "C" Code Section Regarding Criteria for Judging Local Register Nominations
- "D" Draft HPC Resolution

Pullman Register of Historic Places Nomination Form

*City of Pullman-Pullman Historic Preservation Commission,
325 SE Paradise St., Pullman, Washington 99163*

1. Name of Property

Historic Name and/or Common Name: McCulloch House; 2004 Indiana

2. Location

Street Address: 1110 NE Indiana St.

City, State, Zip Code: Pullman, WA 99163

Parcel Number: 111750000100002 and 111750000110002

Plat or Addition: Moss Subdivision

3. Owner(s) of Property

Name: Alex and Barbara Hammond

Street & Number: 1110 NE Indiana St.

City, State, Zip Code: Pullman, WA 99163

Telephone Number/E-mail: (509) 332-4101 / barbaalexh@aol.com

4. Classification (check all that apply)

Resource Type	Property Ownership	Property Status	Present Property Use	
<input checked="" type="checkbox"/> building	<input type="checkbox"/> public	<input checked="" type="checkbox"/> occupied	<input type="checkbox"/> agricultural	<input type="checkbox"/> museum
<input type="checkbox"/> site	<input checked="" type="checkbox"/> private	<input type="checkbox"/> work in progress	<input type="checkbox"/> commercial	<input type="checkbox"/> park
<input type="checkbox"/> structure	<input type="checkbox"/> both		<input type="checkbox"/> educational	<input checked="" type="checkbox"/> residential
<input type="checkbox"/> object	Public Acquisition		<input type="checkbox"/> entertainment	<input type="checkbox"/> religious
<input type="checkbox"/> district			<input type="checkbox"/> government	<input type="checkbox"/> scientific
			<input type="checkbox"/> industrial	<input type="checkbox"/> transportation
	<input type="checkbox"/> in process		<input type="checkbox"/> military	<input type="checkbox"/> other
	<input type="checkbox"/> being considered			

5. Description

Architectural Description

(enter categories from instructions)

Colonial Revival/Garrison

Condition

☐ excellent

☒ good

☐ fair

☐ deteriorated

☐ ruins

☐ unexposed

Check One

☐ unaltered

☒ altered

Check One

☒ original site

☐ moved & date _____

Provide a narrative description of the present and original physical appearance on one or more continuation sheets.

6. Nominated Elements

Please list the significant elements of the property that are to be included in the nomination by checking the appropriate elements below. Each checked element should be specifically described in the narrative section and photographs of each element should be supplied.

☒ Principal Building or Structure.

☐ Historic Additions.

☐ Historic Landscaping, Fencing, Walkways, Gardens, Objects (e.g. water fountains, statues), and any Other Historic Constructions.

☐ Ancillary Buildings or Structures, Outbuildings.

☐ Interior Spaces or Other (Inventory in the Narrative).

☐ Historic or Archaeological Site.

7. Pullman Register of Historic Places Criteria

List all criteria of P.C.C. 16.60.050(1) that you believe qualify the property for the Pullman Register of Historic Places.

(b) embodies the distinctive architectural characteristics of a type, period, style, or method of design or construction, or represents a significant and distinguishable entity whose components may lack individual distinction; (c) is associated with the lives of persons significant in national, state, or local history

8. Statement of Significance

Provide a narrative statement of significance on one or more continuation sheets.

9. Previous Studies Done at the Property

List previous surveys, investigations, and forms completed at the property.

Washington State Department of Archaeology and Historic Preservation. *Property Inventory Form*, NE 1110 Indiana Street. Olympia, WA, 1997.

10. Geographical Data (Attach additional sheets if necessary)

Acreage of Property: .256 Acres

Written Boundary Description: The nominated property is bounded by the legal description as recorded in the Whitman County Assessors Office appraisal records for the Single-family Residence, and is recorded as Tax Parcel No. 111750000100002 and 111750001100002

Written Boundary Justification: The boundary of the nominated property is the Single-family Residence historically associated with the property.

11. Form Prepared By

Name and Title: Robert Franklin, and Alex and Barbara Hammond
Organization: College Hill Association
Telephone Number/E-mail: 907-223-4778/robert.franklin@wsu.edu
Street and Number: 804 Stanton Avenue
City, State, Zip Code: Richland, WA 99352
Date: 11/10/2016

12. Bibliographical References

Provide a bibliography on one or more continuation sheets.

13. Additional Documentation

Required Map: Suitable maps can be found using Google Earth, bing.com/maps or similar mapping application (aerial photograph, Sanborn Map, USGS Quad, or other maps optional)

Photographs: All photographs should include a caption with a description and the direction photo was taken.

Provide maps and photographs on one or more continuation sheets.

14. Signature of Owner(s) Print name following signature(s).

 Alexander L. Hammond

Barbara Hammond BARBARA HAMMOND

15. Notary Seal:

STATE OF WASHINGTON)


) ss.

County of Whitman)

On this day personally appeared before me, Alexander Hammond
Barbara Hammond
to me known to be the individual(s) described in and who executed the within and foregoing
instrument, and acknowledged that he/she/they signed the same as his/her/their free and
voluntary act and deed for the uses and purposes therein mentioned.

GIVEN under my hand and official seal this 6 day of Jan, 2017.




Signature

Leah m Candler
Printed

NOTARY PUBLIC in and for the State
of Washington.

My commission expires: _____.

16. For Official Use Only:

Date Received: _____ Attest: _____

Date Heard: _____

Commission Decision: _____ Approved
as to Form: _____

Date: _____

Universal Transverse Mercator (UTM): (Zone 11, NAD1983):

I hereby certify that this property has been listed in the Pullman Register of Historic Places.

CHAIR, City of Pullman, Historic Preservation Commission

Date

**Continuation Sheet, Pullman Register of Historic Places Nomination: Narrative
Description of the Present and Original Physical Appearance (use as many pages as
necessary)**

The house structure is a rectangular plan with a wing at the north; the main section features a living room, dining room, and half bathroom on the first floor, 2 bedrooms and a bathroom on the second, while the wing features an office with a bay window and a kitchen on its first level, a bedroom and bathroom on its second. It is one-and-one-half story with a large basement under the main section and most of the wing (the basement's poured-concrete walls extend to all but the north 10 feet of that wing). The cladding is wood shingle on the first and half levels of the main structure and on the wing, while the west elevation of the main section features stretcher bond on its first story. The roof is a medium open gable with close eaves and verges with gutters, and asphalt composition shingles on both the main structure and on the wing. A chimney of common bond rises along the south elevation above the roof with a belt on the top two stacks. The house is well maintained with only modest changes to its original design (the addition of a bay and two bay windows to its wing and a basement-level skylight on its south elevation). The driveway is a semicircle of poured concrete and red brick, with the belt of brick on the inside of the semicircle closest to the street and part of the original driveway leading to the wing visible at its north end.

The medium gable roof, recessed front door with column surround, and gable-fronted dormers on the west and east elevations place the home as a Colonial Revival, while the half story overhang drop marked on the ends with carved globe drops incorporates elements of the Garrison style. All the original windows of the main structure and wing are unchanged and in good condition. The west elevation of the wing originally featured a single-car garage making up part of its first floor as constructed in 1937. In a 1993 interior remodel of that wing, the garage door was replaced on the exterior with a shingled bay and bay window, which, along with

new shallow bay window added to the north elevation, are of a style complementary to the house. The bay that replaced the garage door uses wood-shingle cladding identical to that on the rest of the house. Overall the house retains a good degree of architectural integrity excepting these changes to the wing and the addition of a skylight to the original basement-level coal-storage well on the south elevation.

The architectural description starts from the west façade of the main section and travels counter-clockwise around the house. The wing will be described in a separate paragraph at the end. On the west, or front, façade, a first-story brick concourse leads to poured concrete steps and a single leaf six-panel door, with knocker, that is offset to the north. The column surround, a three-column pattern on the sides and architrave, with a boxed lintel, frames the recessed door. The screen door has been removed. A replacement entryway light is to the north of the door. Bordering the door surround to the south is a recessed four-pane window with brick surround and lintel. Continuing to the south there is a single-sash twenty-pane window with a wood sill and brick lintel, plain surround, and an aluminum storm window. Below the window is wood panel and a break in the brick cladding. At the half story are two dormers with two-sash double-hung windows with six panes each. The roof trim aligns with the bottom of the window in each dormer.

At the south elevation basement level, to the west of the chimney, is a three-pane single-sash window with wood surround in a concrete window well. To the east of the chimney is an added skylight covering the original basement coal-storage well. Surrounding the skylight are asphalt composition shingles; the skylight is composed of three single-sash one-pane windows. Flanking the chimney at the first elevation are two double hung two-sash windows with six lites in each sash and plain surround and wood sill. The west window is closer to the chimney than the east and both are covered by replacement storm windows. Directly above the two first-floor windows are two slightly smaller windows of the same design, each with replacement storm.

The east elevation faces a large backyard. At the basement level a poured concrete window well is to the north of a door; in the well is a screened eight-pane single-sash window with plain wood surround. A back deck of wood in the shape of a compressed "T" measures approximately eight by twenty feet. To the south is a one-panel door with fifteen lites and the original knob. Two double sash, two-pane windows, each with six lites and plain-trim surround and wood sill, flank this door. To the north of the door are four single-sash one-pane windows with eight lites each. The two center windows are on a casement and open out. All have replacement storm windows. At the half story in the center of the house are four windows, smaller versions of those on the first floor, with six lites each and aluminum storms.

At the north elevation basement level, concrete steps lead down to a single panel nine-lite door with a dog door and the original knob. The door is recessed with a plain surround. At the half story is a six-lite casement window opening to the right with a screen covering.

The house's wing will be described starting from the east elevation and proceed counterclockwise. At the east elevation basement level, the concrete steps noted above lead down between a concrete supporting wall to the east and the poured-concrete basement wall with a stucco finish. There is one two-sash double-casement window with six lites in each sash on the basement wall beside the steps. The window on the right has one lite replaced with a dryer vent. Each window has wood trim and plain surround. At the first story on the south end is a smaller version of the two-sash double-casement window. To the north end is a one-pane and nine-lite replacement door with tempered glass screen. At the half story are three double-hung two-sash windows with six lites, each in a shed dormer and plain surround.

At the north elevation the foundation is not visible. At the first floor to the east of the center there is a slight bay window protruding from the wall with three single-sash eight-lite windows. To the west of this bay is an air conditioner unit. At the half story are two double-hung, two-sash windows with six lites in each sash in a single-casement with plain surround

and wood sill. Above these windows on the center line is a small screened attic vent with plain surround.

At the west elevation of the wing neither the foundation nor the wall of the basement that extends to within 10 feet of its north elevation, are visible. At the first story there is a more pronounced (approximately two-foot extension) bay with a center single-sash, one-pane window with twenty lites flanked by two single-sash, one-pane windows with eight lites. The bay has plain trim and surround. To the south of the bay window, poured concrete steps and an iron railing lead to a recessed door with an original knob and lock, and a new lock installed above. The door is a Dutch door with two recessed panels on the bottom and nine glass lites on top separated by a horizontal wood projection. The door has a plain wood sill and surround. To the north of the door in the recess is a mailbox with metal house numbers, above the door is a light encased in wood and glass, and to the south inside the recess is a doorbell. To the south of the door is a single-sash six-lite window with plain wood sill, trim, and surround. At the half story is a dormer with a double-hung two-sash window with six lites in each and plain wood surround.

Continuation Sheet, Pullman Register of Historic Places Nomination: Narrative Statement of Significance (use as many pages as necessary)

The McCulloch House, a one and one-half story home with Colonial Revival and Garrison-style elements located on 1110 NE Indiana Street in Pullman's College Hill Historic District, is 79 years old, well-maintained and in good condition. The home has retained (1) its original exterior design except for the added skylight on its south elevation and an architecturally appropriate replacement of the garage entrance with a bay on the west façade of its wing, (2) its original windows, noting the addition of two new bay windows on the west wing that date from 1993, and (3) its original cladding except for the duplicate shingles on the added bay on the west façade of the wing. The house is a contributing property in the College Hill Historic District and listed on the National Register of Historic Places. Furthermore, the McCulloch House, like many homes built on College Hill during the first three decades of the twentieth century, has deep connections to the growth and mission of Washington State College (WSC) and later Washington State University.

Built in 1937, the home was purchased that same year by Earnest and Nellie McCulloch from Ida B. Moss. Earnest came to Washington State College in 1936 and quickly became an Associate Professor in the College of Veterinary Medicine and Research Veterinarian at the Agricultural Experiment Station. He was widely recognized for his award-winning research in bacteriology, authored the first textbook specific to bacteriology, and was the only Veterinary scholar west of the Mississippi River to be inducted as a honorary member of the National Association of Sanitarians. In addition McCulloch authored many extension bulletins on sanitation and animal care, bulletins that were provided to area farmers and residents and comprised an essential public service component of the land grant university's mission. Earnest McCulloch died on December 2, 1948, and on February 23, 1950, his wife Nellie sold the house

to Stewart J. and Sarah M. Crandall. Stewart Crandall was the chairman of the Department of Speech at Washington State College and Washington State University. In 1967 the Crandalls sold the house to Allan H. Smith, Chair of Anthropology and later Vice President of Academic Affairs at WSU from 1966-1978. In 1993 Smith sold the home to Monica M. Willey who lived there for one year and remodeled the interior of the wing before selling the home to Alexander L. and Barbara E. M. Hammond, its current owners and residents. Alex is Associate Professor Emeritus in the Department of English, a Poe scholar, and current treasurer of the College Hill Association. Barbara is a psychologist and Director Emeritus of WSU Counseling and Testing Services.

Continuation Sheet, Pullman Register of Historic Places Nomination: Bibliography (list previous reports and published references that document the history and significance of the property)

Faculty Records. Unprocessed Collection. Manuscripts, Archives and Special Collections. Washington State University.

Hahn, Summer. "A Professor's Neighborhood: College Hill Pullman, Washington, 1893-1940." Master's thesis, Washington State University, 2005.

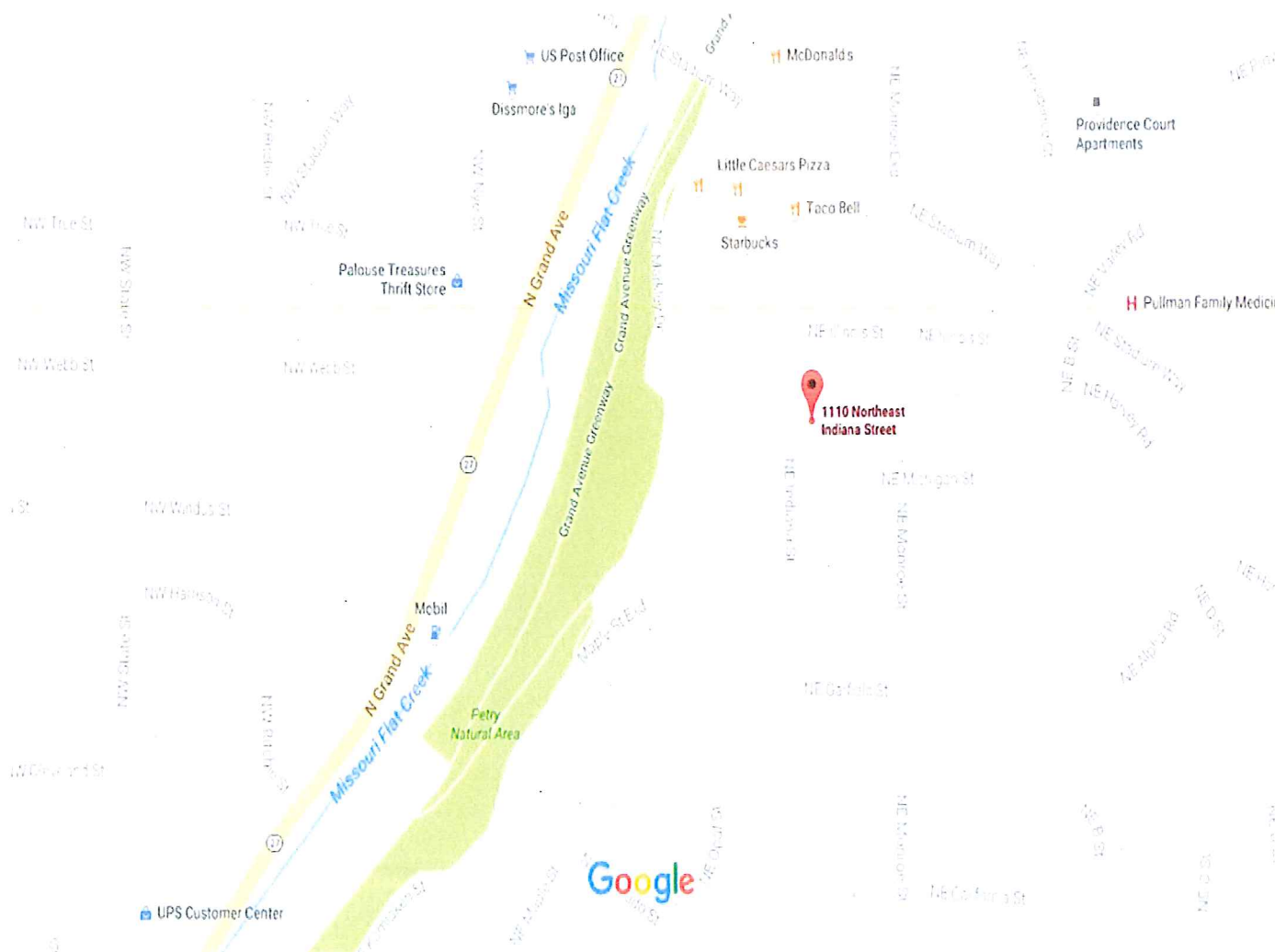
National Register of Historic Places, College Hill Historic District, Pullman, Whitman County, Washington, National Register # 06000701.

W.S.U. Photographs, Subject File. Manuscripts, Archives and Special Collections. Washington State University.

W.S.U. Office of University Publications and Printing/WSU Press Photographs 1948-1983. Manuscripts, Archives and Special Collections. Washington State University.

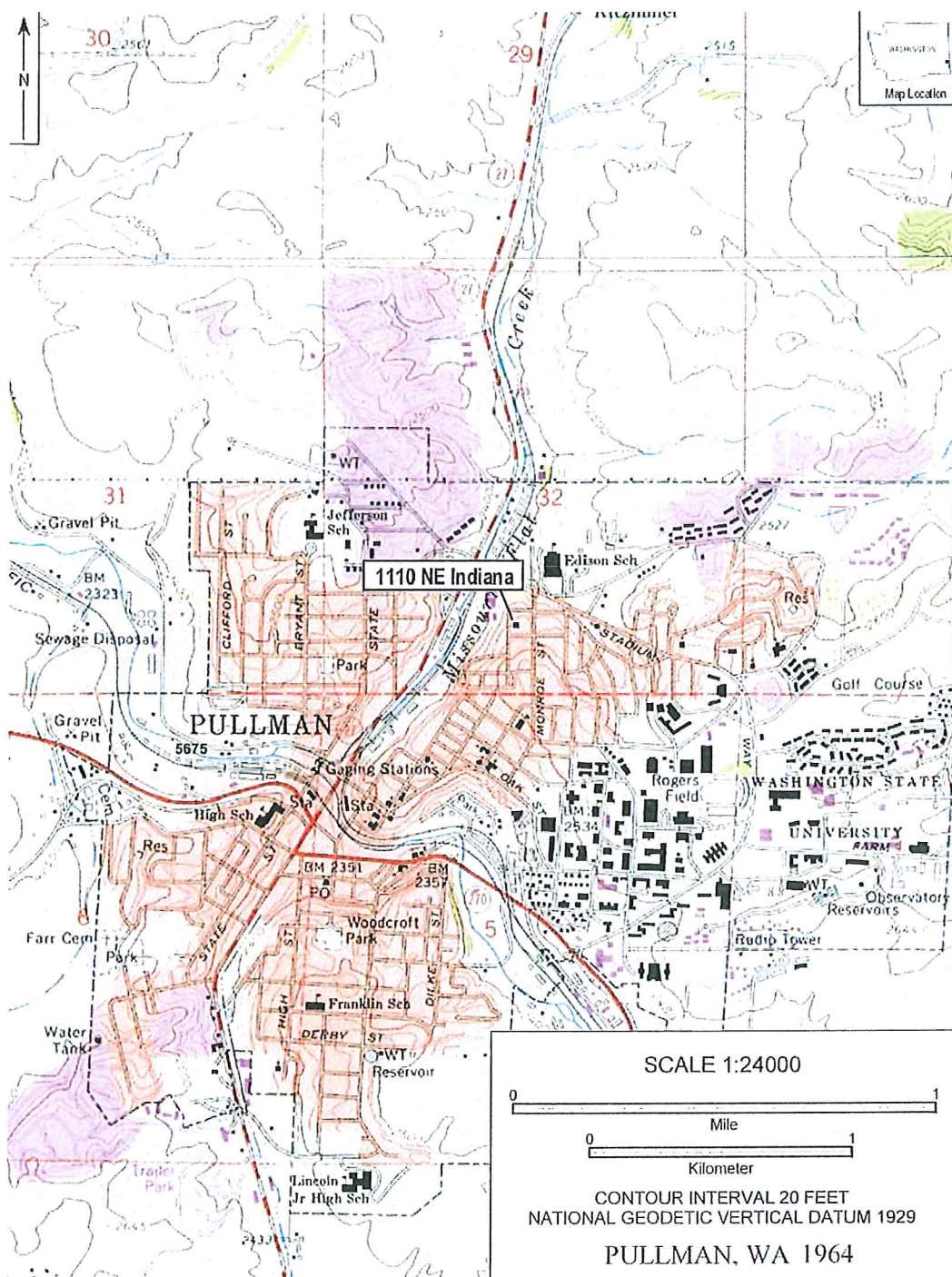
Continuation Sheet, Pullman Register of Historic Places Nomination: Google Earth, Bing or similar map required (aerial photograph, Sanborn Map, USGS Quad, other maps optional)

Google Maps 1110 NE Indiana St

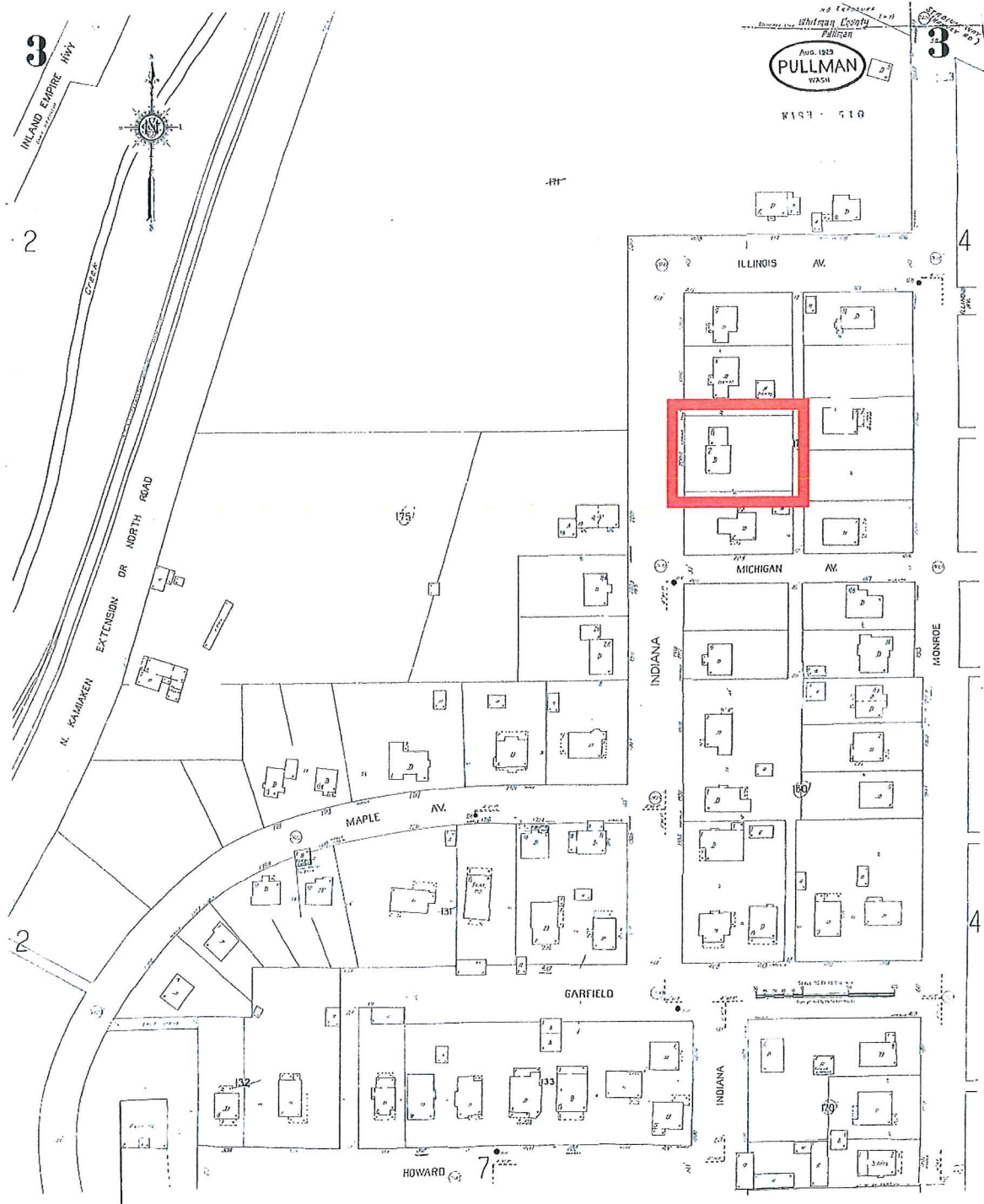


Map data ©2016 Google 200 ft

Continuation Sheet, Pullman Register of Historic Places Nomination: USGS Quadrangle Map (Pullman 7.5 minute)



Continuation Sheet, Pullman Register of Historic Places Nomination: Additional Maps, Architectural Plans



1100 NE Indiana outlined in red

**Continuation Sheet, Pullman Register of Historic Places Nomination: Photographs,
including any Historic Photographs of the Property.**



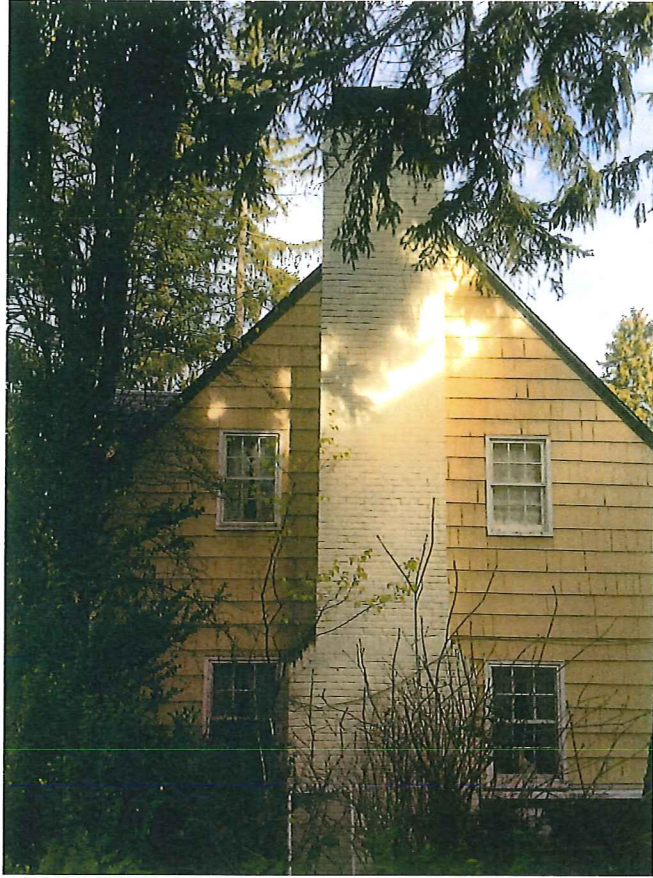
West façade with entrances, dormers, wing with bay window, semicircular driveway



Garrison style overhang with carved globe drop on west façade



Close-up view of column relief surrounding door and brickwork on west façade



South elevation, taken from neighboring property, showing off-center chimney



South elevation, taken from neighboring property, showing skylight



East elevation showing "flattened T" deck and backyard entrance



Poured-concrete stairs leading to basement entrance



East elevation of wing showing second backyard entrance and shed dormer



North elevation of wing taken from neighboring property



West façade of wing with bay replacement of garage entrance



West façade with semicircular brick-and-concrete driveway

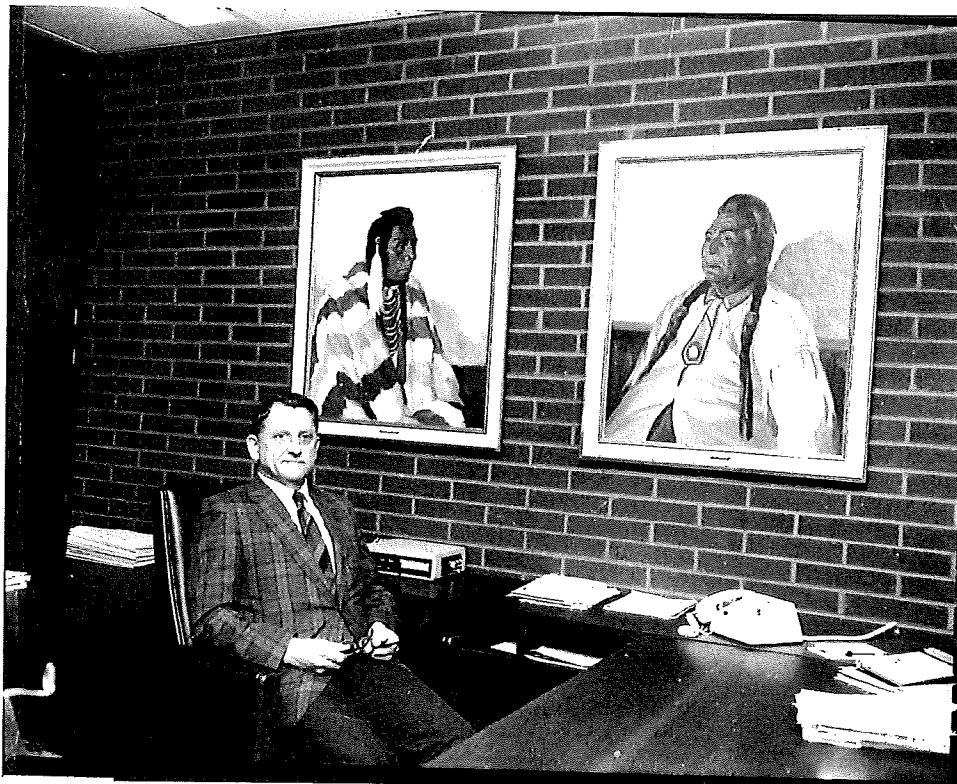
**Continuation Sheet, Pullman Register of Historic Places Nomination: Other
Documentation (e.g. newspaper clippings, obituaries of former owners or residents).**



Prof. Ernest C. McCulloch, Veterinary Medicine, Washington State College



Prof. Stewart J. Crandall, Chair, Department. of Speech, WSC & WSU



Prof. Allan H. Smith, Chair, Anthropology; Vice Pres. of Academic Affairs, WSU

16.60.050 Pullman Register of Historic Places.

- (1) Criteria for Determining Designation in the Register. Any building, structure, site, object, or district may be designated for inclusion in the Pullman Register of Historic Places if it is significantly associated with the history, architecture, archaeology, engineering, or cultural heritage of the community; if it has integrity; is at least 50 years old, or is of lesser age and has exceptional importance; and if it falls in at least one of the following categories:
 - (a) is associated with events that have made a significant contribution to the broad patterns of national, state, or local history;
 - (b) embodies the distinctive architectural characteristics of a type, period, style, or method of design or construction, or represents a significant and distinguishable entity whose components may lack individual distinction;
 - (c) is an outstanding work of a designer, builder, or architect who has made a substantial contribution to the art;
 - (d) exemplifies or reflects special elements of the city's cultural, special, economic, political, aesthetic, engineering, or architectural history;
 - (e) is associated with the lives of persons significant in national, state, or local history;
 - (f) has yielded or may be likely to yield important archaeological information related to history or prehistory;
 - (g) is a building or structure removed from its original location but which is significant primarily for architectural value, or which is the only surviving structure significantly associated with an historic person or event;
 - (h) is a birthplace or grave of an historical figure of outstanding importance and is the only surviving structure or site associated with that person;
 - (i) is a cemetery which derives its primary significance from age, from distinctive design features, or from association with historic events, or cultural patterns;
 - (j) is a reconstructed building that has been executed in an historically accurate manner on the original site; or
 - (k) is a creative and unique example of folk architecture and design created by persons not formally trained in the architectural or design professions, and which does not fit into formal architectural or historical categories.

**BEFORE THE HISTORIC PRESERVATION COMMISSION
FOR THE CITY OF PULLMAN**

In the Matter of the Proposed
Nomination of the McCulloch
House to the Pullman
Register of Historic Places

) Resolution No. HPC-2017-1
)
) A Resolution Representing the
) Official Determination of the City of
) Pullman Historic Preservation
) Commission

WHEREAS, a completed nomination form was submitted to the planning department with the intent of listing the McCulloch House, located at 1110 NE Indiana Street, on the Pullman Register of Historic Places; and,

WHEREAS, a notice of the Historic Preservation Commission public meeting on this matter was published in the Moscow-Pullman Daily News on February 8, 2017, posted at the site on February 7, 2017, and mailed to pertinent parties on February 7, 2017; and,

WHEREAS, a public meeting was held before the Historic Preservation Commission on March 13, 2017 in the Council Chambers at City Hall, SE 325 Paradise Street, Pullman, Washington, at which time public comment from persons interested in the proposed nomination was solicited; and

WHEREAS, this Commission has considered the criteria for listing a property on the Pullman Register of Historic Places as set forth in Pullman Zoning Code Section 16.60.050, and has determined that the subject nomination conforms to said criteria;

NOW, THEREFORE, the Historic Preservation Commission for the City of Pullman hereby makes and enters its formal

Decision

The proposed nomination of the McCulloch House, located at 1110 NE Indiana Street, is hereby approved, thereby listing this property on the Pullman Register of Historic Places.

DATED this _____ day of _____, 2017.

Ned Warnick, Chairperson
Pullman Historic Preservation Commission

ATTEST:

Pete Dickinson, Planning Director

**CERTIFIED LOCAL GOVERNMENT FY18 GRANT
APPLICATION**
DUE IN OFFICE FRIDAY, APRIL 28, 2017 BY 5:00 PM

I. APPLICANT

(Please carefully review the "Application Instructions" before beginning work)

A. Name of Local Government

City of Pullman

B. Address

325 SE Paradise Street

City

State

Zip code

Pullman

WA

99163

C. Contact Person for Grant

Jason Radtke

D. Telephone Number for Contact Person

509-338-3218

E. Email Address for Contact Person

Radtke.jason.a@gmail.com

F. Grant Amount Requested

\$7,624.00

H. Total Project Cost

\$11,036.10

II. PROJECT SUMMARY *(Use only the space provided – description section follows)*

In January, 2017, the City of Pullman Historic Preservation Commission (HPC) created a standing goal of continued pursuit of a CLG grant, and directed that, again, the grant should be used to create mobile application (app) that would be a companion to the walking tour brochure created in 2014. In addition, one of the priorities listed by DAHP for this year's grant cycle called for the development of "Web-based heritage tourism materials, such as a mobile application tour of historic resources." If selected for funding, Pullman would hire a qualified consultant to design and develop said app. Much of the graphic content for this project has already been generated. Either staff or the consultant would gather any additional information required, such as collecting inventory or register documentation. The final product would be a walking tour app for mobile devices using either the iOS or Android operating systems.

III. GRANT CATEGORY *(check those that are appropriate)*

☐ A. Survey & Inventory

- ☐ Reconnaissance Level
☐ Intensive Level

of new or updated forms: _____

☐ B. National Register Nominations

☐ C. Preservation Planning

☒ D. Educational and Interpretive Programs

☐ E. Special Projects

IV. PROJECT DESCRIPTION *(Use only the space provided)*

Organize your description in the following order (see instructions for more info):

- a. Introduction (includes local government goals & objectives)**
- b. Project Description**
- c. Statement of Need**
- d. Project Objectives**

Pullman Comprehensive Plan Policy LU14.3 advocates the retention of the "historic appearance of the downtown area," and encourages "residents and business owners to take pride in their own and the city's history." Pullman City Code Section 16.60.010(1) states that one of the purposes of the city's historic preservation program is to "safeguard the heritage of the community as represented by those buildings, districts, objects, sites and structures which reflect significant elements of its history."

To advance these objectives, and the goals of the Pullman HPC, the city is again proposing to create a mobile application (app) to build on the brochure that describes a walking tour of historic resources in and around downtown Pullman. This brochure was created by Washington State University (WSU) students working with the HPC, and is currently administered by the Pullman Chamber of Commerce. It has proven extremely successful and has undergone multiple printings. In addition, in September of last year, the HPC hosted a walking tour of Downtown Pullman, which was well-received and attended, thus indicating the need for more educational tools of this nature.

The app would help provide more in-depth information for the historic properties shown on the walking tour brochure. While the brochure is sufficient for people who are less engaged with technology, those who prefer a more interactive experience could download this app for their mobile devices, allowing them to find more information on the historic resource they are observing. Functions discussed include GPS mapping and geolocation; photos of the historic resources indicated on the tour; access to any historic inventory or survey forms and historic

IV. PROJECT DESCRIPTION *(Continued)*

register entries; and documentation of any other elements of significance, such as important residents or events connected with each property.

This proposal meets not only the HPC's goal of increasing public outreach measures, but also the broader HPC goal of conducting and promoting public educational and interpretive programs regarding historic and prehistoric resources. While many visitors to our community may enjoy using the physical walking tour brochure, given our technologically-minded culture (especially among WSU students), a great number of others may wish to utilize their mobile devices to educate themselves about Pullman's history.

During discussions last year regarding our previous proposal, DAHP indicated that they felt the project required further research, especially regarding existing platforms. The City of Pullman has addressed this concern with this application. City officials have reviewed both the schedule and budget for this project, and made adjustments. The City feels it necessary to develop its own app to control the content and framework of the program to meet city-specific needs, such as coordinating with Washington State University for campus walking tours.

As the development of the app would be beyond the capability of city staff, a consultant would be hired to build the code for the project. If grant funding were to be provided for this project, the city would list the app in both the Apple App Store and Google Play. Staff would then be responsible for monitoring feedback regarding the app. We recommend the code be open-source so that other communities can use it to build their own walking tour apps. Were the City to be awarded a lesser amount, it would use the grant to fund a student position for work on the app, or utilize an existing program. However, these alternatives present challenges related to city personnel policies and quality control.

There is community concern about the degradation of historic resources in the central part of the city. This project is intended to help draw attention to some of these historic elements, and hopefully prompt property owners to involve themselves in preservation activities. Whereas there is no specific resource that this project would directly protect, by investing in enterprises meant to increase awareness of Pullman's historic places, the project would encourage citizens, agencies, and visitors to provide support for, or engage in, preservation endeavors. Such heightened awareness could thereby indirectly protect these resources.

List each proposed grant activity separately estimating the start and completion dates. This should be a complete listing of all potential activities associated with the grant including the *two* draft submittal dates of May 3, 2018 for the first draft and July 19, 2018 for the second draft. Final projects must be turned in by August 31, 2018. A start date and completion date are not sufficient for the Schedule of Project Completion.

[illegible]

VI. PROJECT BUDGET

ELEMENT/OBJECT

Salaries (include each position- volunteer or staff – and attach hourly wage justification if needed)	Federal Dollars (CLG grant requested)	Hard Match* (Local government cash match = Staff Hours)	Soft Match* (Donated goods and services = volunteer hours)	Total
Assistant Planner		\$46.20/hr x 40 =\$1,848.00		\$1,848.00
Planning Director		\$63.37/hr x 20 =\$1,267.40		\$1,267.40

Indirect % (*Include justification for indirect %)				
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Total Element/Object:		\$3,115.40		\$3,115.40
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GOODS & SERVICES

Contract Services	Federal Dollars	Hard Match	Soft Match	Total
Development on Apple platform	\$25/hr x 150hr =\$3,750.00			\$3,750.00
Development on Google Platform	\$25/hr x 150hr =\$3,750.00			\$3,750.00

Materials/Supplies/Equipment				
Printing & supplies		.15¢/copy x 250 =\$37.50		\$37.50
Mailings		.46¢/item x 20 =\$9.20		\$9.20
Printing and supplies		\$250.00		\$250.00

Travel				

Other				
Add app to Apple Store	\$99.00			\$99.00
Add app to Google Play	\$25.00			\$25.00

Total Goods & Services:				\$11,036.10
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	Federal Dollars	Hard Match	Soft Match	Total Project Cost
Total Funding Request	\$7,624.00	\$3,412.10		\$11,036.10

VII. CHECKLIST – Due by April 28, 2017

To assure that your grant proposal is complete, please check off that you have included the following:

- ☒ Five completed copies of the application (***One of the five copies must be an unstapled, ONE-SIDED copy of the application along with the three original attachments with signature – the four additional copies should NOT include the signature attachments***).
- ☒ ***One **digital copy** of your application emailed to Kim Gant at kim.gant@dahp.wa.gov ***
- ☐ Written documentation for federally approved indirect cost rate, if applicable.
- ☐ Written justification for volunteer rates, if applicable.
- ☒ **One** signed original Statement of Understanding for Grant Management Requirements (Attachment 1) – ***not stapled to the application.***
- ☒ **One** signed original Assurance of Compliance with the U.S. Department of the Interior Regulations under Title VI of the Civil Rights Act of 1964 (Attachment 2) – ***not stapled to the application.***
- ☒ **One** signed original Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Form (Attachment 3) – ***not stapled to the application.***

**CERTIFIED LOCAL GOVERNMENT FY18 GRANT
APPLICATION**
DUE IN OFFICE FRIDAY, APRIL 28, 2017 BY 5:00 PM

I. APPLICANT

(Please carefully review the "Application Instructions" before beginning work)

A. Name of Local Government

City of Pullman

B. Address

325 SE Paradise Street

City

State

Zip code

Pullman

WA

99163

C. Contact Person for Grant

Jason Radtke

D. Telephone Number for Contact Person

509-338-3218

E. Email Address for Contact Person

Radtke.jason.a@gmail.com

F. Grant Amount Requested

\$5,250.00

H. Total Project Cost

\$9,048.90

II. PROJECT SUMMARY *(Use only the space provided – description section follows)*

In January, 2017, the City of Pullman Historic Preservation Commission (HPC) created a standing goal of continued pursuit of a CLG grant, and directed that, again, the grant should be used to create mobile application (app) that would be a companion to the walking tour brochure created in 2014. In addition, one of the priorities listed by DAHP for this year's grant cycle called for the development of "Web-based heritage tourism materials, such as a mobile application tour of historic resources." This year, however, the HPC wishes to build upon an existing app framework, utilizing existing programs such as Clio History or Tour Buddy. Grant funding would be used to hire a contractor to gather information on existing historic resources, input that information into the selected app, and create the walking tour(s); and for any incidental costs associated with app development, hosting, and marketing.

III. GRANT CATEGORY *(check those that are appropriate)*

☐ A. Survey & Inventory

- ☐ Reconnaissance Level
☐ Intensive Level

of new or updated forms: _____

☐ B. National Register Nominations

☐ C. Preservation Planning

☒ D. Educational and Interpretive Programs

☐ E. Special Projects

IV. PROJECT DESCRIPTION *(Use only the space provided)*

Organize your description in the following order (see instructions for more info):

- a. Introduction (includes local government goals & objectives)**
- b. Project Description**
- c. Statement of Need**
- d. Project Objectives**

Introduction

Pullman Comprehensive Plan Policy LU14.3 advocates the retention of the "historic appearance of the downtown area," and encourages "residents and business owners to take pride in their own and the city's history." Pullman City Code Section 16.60.010(1) states that one of the purposes of the city's historic preservation program is to "safeguard the heritage of the community as represented by those buildings, districts, objects, sites and structures which reflect significant elements of its history."

To advance these objectives, and the goals of the Pullman HPC, the city is again proposing to utilize an existing mobile application (app) to create a digital tour that builds upon the brochure that describes a walking tour of historic resources in and around downtown Pullman. This brochure was created by Washington State University (WSU) students working with the HPC, and is currently administered by the Pullman Chamber of Commerce. It has proven extremely successful and has undergone multiple printings. In addition, in September of last year, the HPC hosted a walking tour of Downtown Pullman, which was well-received and attended, thus indicating the need for more educational tools of this nature.

Description and Activities

Having reassessed our approach, City staff has taken the advice offered by DAHP last year and researched existing apps that could be used and/or modified to suit HPC needs. The top contender for this project is Clio History. The Clio app has the advantage of being free; however, it is currently limited in its functionality. The website indicates that updates will be

IV. PROJECT DESCRIPTION *(Continued)*

available soon. Staff is also looking into the viability of other existing programs, such as Tour Buddy; however, apps such as these have a recurring cost that would need to be incorporated into future municipal budgets and therefore are untenable for this round of grant disbursements.

As this project is outside the scope of the usual duties of City staff, it would be necessary to hire an independent contractor to gather information on our historic resources, input this research into the selected app, organize this information into evident travel paths, and create the tour within the program's framework. It may be possible to hire a WSU student(s) to complete this project, in order to lower contractor costs; however, the HPC has had difficulty in the past with students seeing these types of tasks to completion, due to issues of class scheduling and availability.

Statement of Need

There is community concern about the degradation of historic resources in the central part of the city. This project is intended to help draw attention to some of these historic elements, and hopefully prompt property owners to involve themselves in preservation activities. Whereas there is no specific resource that this project would directly protect, by investing in enterprises meant to increase awareness of Pullman's historic places, the project would encourage citizens, agencies, and visitors to provide support for, or engage in, preservation endeavors. Such heightened awareness could thereby indirectly protect these resources.

In addition, said app would be beneficial to any future historic walking tours put on by the HPC. Last year's was successful enough that the HPC hopes to make this an annual occurrence. Digital walking tours may help attract more attendees for these events.

Objectives

The purpose of this proposal is to assist the HPC in continuing its mission of historic outreach and education. This cataloging of City historic resources would enable the HPC to better connect with the general public and allow visitors to the city to explore and learn Pullman's storied past. It also has the potential to assist in future inventory efforts. In turn, use of these apps would also increase awareness of the HPC, its efforts in preservation, and of the value of preservation to the community in general.

List each proposed grant activity separately estimating the start and completion dates. This should be a complete listing of all potential activities associated with the grant including the *two* draft submittal dates of May 3, 2018 for the first draft and July 19, 2018 for the second draft. Final projects must be turned in by August 31, 2018. A start date and completion date are not sufficient for the Schedule of Project Completion.

[illegible]

VI. PROJECT BUDGET

ELEMENT/OBJECT

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Planning Director		\$63.37/hr x 20 =\$1,267.40		\$1,267.40

Indirect % (*Include justification for indirect %)				
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Total Element/Object:		\$3,115.40		\$3,115.40
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GOODS & SERVICES

Contract Services	Federal Dollars	Hard Match	Soft Match	Total
Research	\$15/hr x 150hr =\$2,250.00			\$2,250.00
Data Entry	\$15/hr x 200hr =\$3,000.00			\$3,000.00

Materials/Supplies/Equipment				
Printing & supplies		.15¢/copy x 250 =\$37.50		\$37.50
Mailings		.46¢/item x 100 =\$46.00		\$46.00
Miscellaneous marketing		\$600.00		\$600.00

Travel				

Other				

Total Goods & Services:	\$5,250.00	\$3,798.90		\$9,048.90
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	Federal Dollars	Hard Match	Soft Match	Total Project Cost
Total Funding Request	\$5,250.00	\$3,798.90		\$9,048.90

VII. CHECKLIST – Due by April 28, 2017

To assure that your grant proposal is complete, please check off that you have included the following:

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- ☒ ***One **digital copy** of your application emailed to Kim Gant at kim.gant@dahp.wa.gov ***
- ☐ N/A Written documentation for federally approved indirect cost rate, if applicable.
- ☐ N/A Written justification for volunteer rates, if applicable.
- ☒ **One** signed original Statement of Understanding for Grant Management Requirements (Attachment 1) – ***not stapled to the application.***
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- ☒ **One** signed original Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Form (Attachment 3) – ***not stapled to the application.***

Radtke, Jason

From: Schmidt, Nicole Leslie <nicole.schmidt@wsu.edu>
Sent: Monday, February 27, 2017 5:40 PM
To: Radtke, Jason
Subject: Interest in Internship Opportunity

Dear Mr. Radtke,

I am writing to inquire about the opportunity for the web design internship posted recently on CougSync. I have no formal experience in web development but I have taken several classes on web design and am currently enrolled in an advanced web class. I was wondering what kind of experience you are looking for specifically and if there will be training or, if hired, I would need to be prepared to handle all of the coding myself. I have my own domain that I am working with for one of my classes and I can send you a link to that if you would like to see a real life example of my abilities that won't necessarily be on my resume.

I look forward to your response and for the opportunity to create something in tandem with the values and history of the City of Pullman.

Sincerely,

Nicole Schmidt

Summary of e-mail correspondence with Barbara Craigie, of Fast Signs in Lewiston, Idaho

Doing these one at a time would not be a problem. However to give you the best price, we would need to cut the bases in groups of at least 10. If we can include the cutting of the ovals in the first payment then I can hold on to them until you are prepared to move ahead with graphics. If we do it this way, I can get your price down to

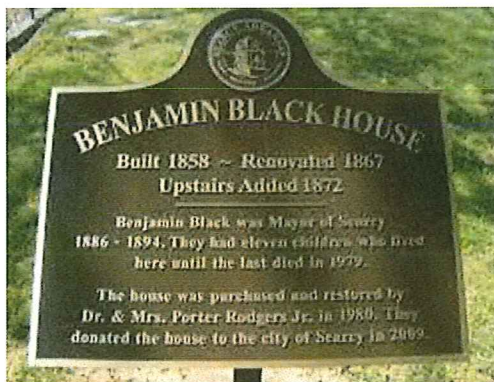
clear and applying to Dibond/ aluminum composite material: \$35. If we need to cut the bases one at a time, then I would need to charge you \$50.00 apiece.

Cast Bronze Plaque: \$438 + \$50 shipping +/-

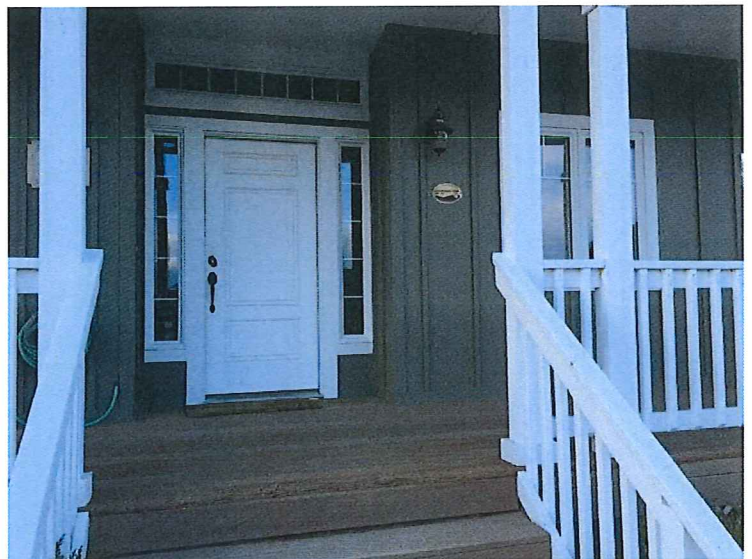
Aluminum (that looks like bronze): \$258 + \$50 shipping +/-

Etched (1/8th inch): \$406 + \$50 shipping +/- (we can save a little if we go with 1/16")

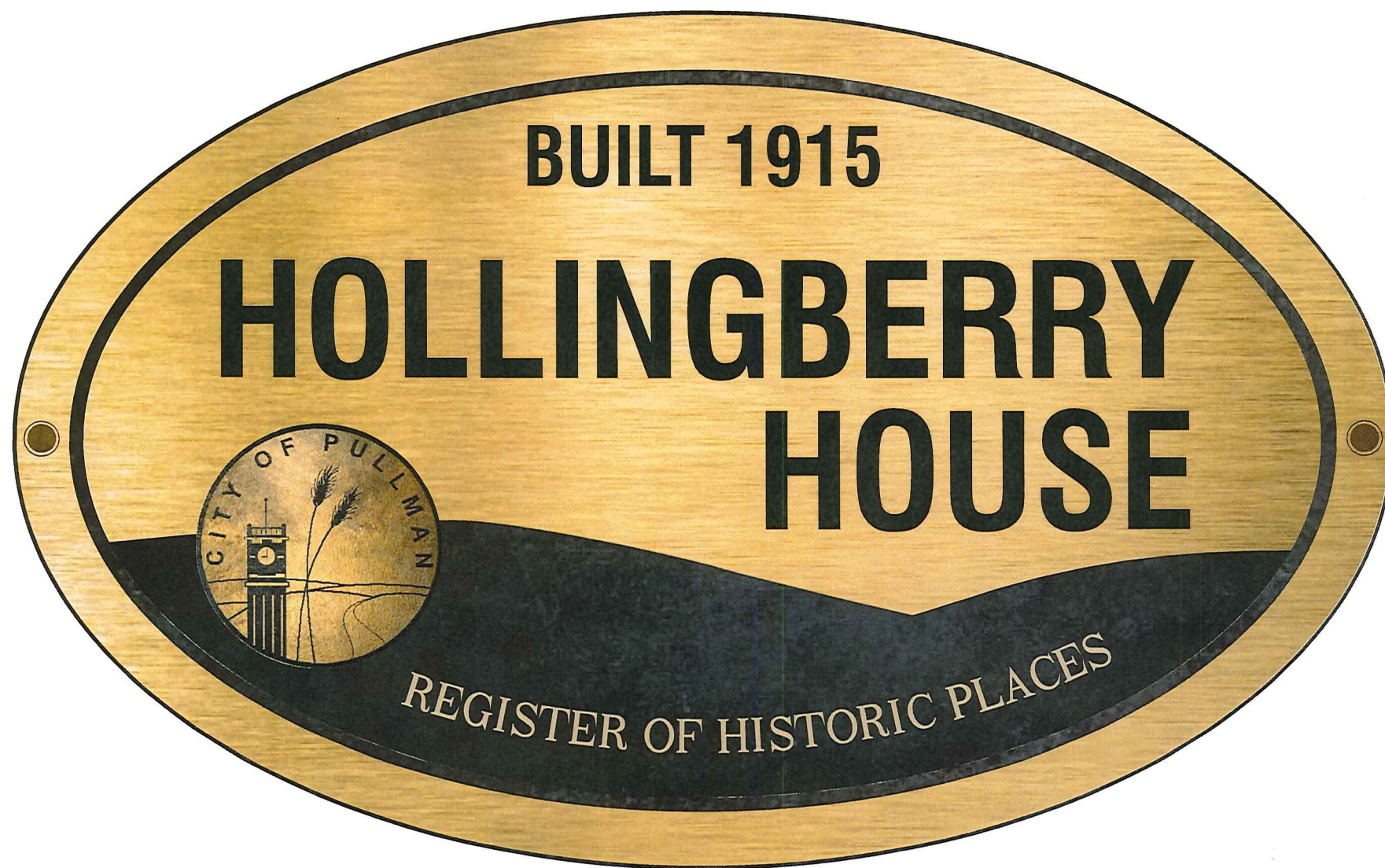
Below are some examples of what an Aluminum cast product would look like. It is basically the same look as a bronze cast but with a lower price point. But all the same features of colors, background textures, shapes and frames are available. One downside to Aluminum plaques is that they do not carry a lifetime warrantee. Over time there will be some degradation of the plaque and greenish patina can occur. However, outside expected life is about 20 years. I would think that this is going to meet longevity needs.



Example Installation:



OPTION 3A



OPTION 3B

